



Your Total Training Resource

## **ESSENTIAL LEADERSHIP SKILLS FOR FRONT LINE MANAGERS AND SUPERVISORS**

**Today's business environment requires strong leaders.** Organizations cannot succeed without a "best in class" leadership team. The demands placed on today's business leaders, managers, and supervisors increase in complexity and intensity daily. Doing more with less, meeting the ever increasing demands of the customer, as well as inspiring individuals to give 110 percent in a day of economic uncertainty are all great challenges facing newly promoted and front line supervisors.

**The business reality is that most supervisors are promoted from within the organization.** Very rarely are they recruited from the outside candidate pool. Top individual contributors are rewarded for technical expertise and strong performance by being appointed the newest member of the management team. Although in some cases these individuals are born leaders who know intuitively what needs to be done, more often new supervisors require a formalized orientation and introduction to the core leadership requirements expected of them.

**This dilemma effects the upper management who selected that strong individual contributor as well.** How many times have you said to yourself, "we thought they had the right stuff to become a supervisor, but they've failed dismally"? Did we give them the tools to succeed?

**This one day program will prepare your supervisors** for a complete change of responsibilities and offer a plan for the challenges ahead. They will come away with a better understanding of what the boss, peers, staff and company expects of them. The invaluable set of tools in this program will prepare supervisors for their important new role providing greater confidence and success.

As in all Carroll-Keller Group training sessions, specific proven skills will be taught and reinforced. This is not a one day esoteric discussion on leadership. It is a fast paced, invigorating workshop that will leave your supervisors well prepared for the challenges awaiting them.

### **What will be covered?**

- Characteristics of successful leaders
- Setting and achieving goals
- Understanding the difference between leading and managing
- The role of Emotional Intelligence in a Leadership position



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- Creating a positive motivated environment that allows employees to grow
- Effective communication
- Sharing the vision and the role that every employee plays in contributing towards achieving this vision
- Holding people accountable
- Correcting poor performance
- Identifying various Leadership Styles

### **Who should attend?**

This program is specifically designed for newly promoted and front line supervisors.

## **Registration Information**

**Time:** Workshops scheduled from 9:00 a.m. to 4:30 p.m.

**Pricing:** 1-2 attendees \$245 per person, 3+ attendees \$225 per person.

**Location:** DePaul University, O'Hare Campus, 8770 W. Bryn Mawr Ave., Chicago, Illinois 60631 ([Click here to download a map and directions](#))

**To register** or for additional information either email, phone or complete the [online registration form](#). **Email:** Ken Keller at [kkeller@c-kg.com](mailto:kkeller@c-kg.com) or Dean Carroll at [dcarrroll@c-kg.com](mailto:dcarrroll@c-kg.com) or **Phone:** (630) 495-0505 or (800) 869-7497.

**Register online:** [Complete form by clicking here](#). If you register online, a confirmation email will be sent to you with next steps and payment details. Please note we accept checks as a form of payment.

**[To see a complete list of our current workshops click here.](#)**

Customized onsite workshops are also available.

Please contact us with any questions or concerns you may have. Email: Ken Keller at [kkeller@c-kg.com](mailto:kkeller@c-kg.com) or Dean Carroll at [dcarrroll@c-kg.com](mailto:dcarrroll@c-kg.com) or Phone: (630) 495-0505 or (800) 869-7497.